



**STATE OF DELAWARE
EXECUTIVE DEPARTMENT
OFFICE OF MANAGEMENT AND BUDGET**

MEMORANDUM

TO: FLEET REPRESENTATIVES

FROM: NORMAJANE DAVALL, SURPLUS PROPERTY ADMINISTRATOR
GOVERNMENT SUPPORT SERVICES, DE SURPLUS SERVICES

RE: 2009 SPRING AUCTION VEHICLE ROUND-UP

DATE: MARCH 19, 2009

Government Support Services, DE Surplus Services has scheduled the "2009 Spring Auction Vehicle Round-Up" to take place from March 23, 2009 through April 24, 2009. Vehicles will not be accepted after this date.

You are requested to deliver vehicles scheduled to be auctioned to Government Support Services, at the Department of Transportation Facility, 800 Bay Road, Route US 113, Dover, DE 19903, according to the schedule and terms listed below. These vehicles which have been identified as being replaced with new vehicles, as indicated on the Vehicle Disposition Form, should be scheduled for auction. Signed Equipment Reimbursement Report (ER-1) must be received by Delaware Surplus Services before the auction date.

2009 SPRING AUCTION VEHICLE ROUND-UP

DATES: Monday March 23, 2009 through Friday, April 24, 2009
Auction May 16, 2009

TIMES: 8:00 AM to 4:00 PM, **BY APPOINTMENT ONLY**

PLACE: Department of Transportation Facility,
800 Bay Road, Route US 113, Dover, DE 19903

TERMS: Please turn in signed titles, keys, registration, fill out the attached form and place it on the vehicle dash board (**PLEASE DON'T COVER VIN#**)
No vehicle will be accepted without its title(s).
Contact Robin Baker for title(s) 857-4542.

CONTACT: Ray Fruytier, DE Surplus Services 836-7640.
MUST CALL FOR APPOINTMENT.

